

**Summit County Combined General Health District  
Board of Health Meeting – February 14, 2019  
5:00 p.m.  
Keck Boardroom – Building A**



**MINUTES**

**A. Welcome of Persons Present** – Ms. Billow welcomed Janice Hunter, RN, BSN, Public Health Nurse

**B. Call to Order** – Ms. Billow called the meeting to order at 5:03 p.m.

**C. Board Member Roll Call:** Patricia Billow, Dr. James Boex, Dominic Cugini, Dr. Kristine Gill, Dan Karant, Dr. Gayleen Kolazcewski, Marco Sommerville, Jeffrey Snell, Dr. Richard Stephens, Karen Talbott and Sheila Williams. Dr. Alexandra Mamonis and Lynn Clark arrived after roll call. Absent: Todd Burdette, Dr. Robert Denton, Dr. Roberta DePompei and Leon Ricks. Others present: Donna Skoda, Tonya Block, Leanne Beavers, Tonia Burford, Angela Burgess, Aaron Burnette, Bob Hasenyager, Cory Kendrick, Brenda Pickle, Heather Pierce, Jackie Pollard, Eric Seachrist, Dr. Erika Sobolewski, Tabitha Stearns, and Irv Sugerman.

**D. Approval of the Minutes of the Regular Board Meeting**

**Motion by Ms. Talbott, seconded by Mr. Cugini, approve the Board of Health meeting minutes from January 10, 2019.**

*Approved by voice vote.*

**E. Public and Staff Comments (three minute maximum.)**

*Aaron Burnette, 4009 Greenwich Road, Norton, Ohio, 44203.*

*Respectfully requested approval for variance application submitted due to hardship as the owner of what has been deemed an unbuildable lot. SCPH recommends variance be granted to allow approval of lot based on the area determined by the soil scientists to be suitable for a septic system with conditions (see Resolution No. 005-19.)*

**F. Reading of Schedule E – Late Filings**

**Motion by Mr. Karant, seconded by Mr. Cugini, to approve Schedule E – Late Filings (None.)**

*Approved by voice vote.*

**G. Motion by Mr. Karant, seconded by Ms. Talbott, to adopt Resolution No. 004-19, entitled “Approval of the Consent Agenda, Schedules and all matters on the Consent Agenda.”**

<b>Schedule A</b>	<b>Personnel</b>
<b>Schedule B</b>	<b>Employee Training and Travel Expenses</b>
<b>Schedule C</b>	<b>Contracts</b>
<b>Schedule D</b>	<b>Finance</b>
<b>Schedule E</b>	<b>Late Filings</b>



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## *MINUTES*

*Approved by voice vote.*

### **H. Health Commissioner's Report**

*Ms. Skoda reported Jacqui Knettel resigned as the City of Macedonia representative for the Board of Health due to the inability to attend meetings due to her schedule. Ms. Knettel's term is through December 31, 2020.*

**1. Election of the Board of Health President and President Pro Tempore (Nominating Committee: Lynn Clark, Dr. Kristine Gill and Sheila Williams):**

- a) Motion by Ms. Clark, seconded by Dr. Boex, to reappoint Patricia Billow as Board President for a one-year term (04/01/2019 - 03/31/2020.)**

*Approved by voice vote.*

- b) Motion by Ms. Clark, seconded by Mr. Karant, to reappoint Sheila Williams as Board President Pro Tempore for a one-year term (04/01/2019 - 03/31/2020.)**

*Approved by voice vote.*

- 2. Committee Appointments** – Review list, designate preference(s) and return form to Brenda Pickle. Each committee should have no more than seven members. *The President is a member of all committees by virtue of office (See Enclosure.)*
- 3. Toledo Lead Lawsuit** – *Tabitha Stearns reported Toledo passed an ordinance prohibiting lead. The ordinance gave authority to local health departments to enforce. District Court of Appeals attacking the idea that the City could outlaw lead and the health department's authority to enforce a municipal ordinance. Community Legal Aid Services contacted SCPH for a very large records request. Community Legal Aid filed an amicus brief on behalf of the City of Toledo and asked if we would also file an amicus brief showing support. Ms. Stearns believes we should support Toledo. It is important public health have the authority needed for enforcement.*

**Motion by Mr. Snell, seconded by Ms. Clark to file an amicus brief showing support of the City of Toledo amicus brief.**

*Approved by voice vote.*



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4. **Media Topic of the Month** (*Heart Health*): [www.scph.org/media](http://www.scph.org/media)
5. **Summit County Council Tobacco 21 Second Reading** – Monday, February 25, 2019, Council Chambers, Ohio Building, 175 S. Main Street, Floor 7, Akron, OH, 44308 at 4:30 p.m.
6. **Fourth Annual State of the County's Health Stakeholders' Breakfast** - Rescheduled to Tuesday, April 9, 2019, 7:30 a.m. – 10:00 a.m., Quaker Station, 135 S. Broadway Street, Akron, Ohio, 44308. Breakfast served.
7. **99<sup>th</sup> District Advisory Council Meeting** – Monday, March 25, 2019, Summit Auditorium. Lunch served at 12:00 noon.
8. **The Finance and Personnel Committee will meet immediately after the February 14, 2019 Board Meeting.**
9. ***The Environmental Health Committee will meet immediately after the March 14, 2019 Board Meeting.***
10. ***The Nursing & Medical Advisory Committee will meet immediately after the April 11, 2019 Board Meeting.***

**I. Administration/Fiscal Report**

1. **Tuition Reimbursement** – Tuition reimbursement disbursed to five (5) employees in 2018 totaling \$11,385.65 (*See Enclosure.*)

- J. Community Health Report – Medication Safe Storage.** *Ms. Pollard reported the main goals of the Cardinal Health Grant is to expand community collaboration, expand safe disposal and drug take back programs; support clinicians as they reduce the use of opioids for all non-cancer related pain by implementing CDC and other guidelines; and implement or expand prevention education. Nearly 54% of those who misuse prescription pain medication get them from family or friends. Four out of five new Heroin users started out misusing prescription painkillers. People selling their homes are vulnerable to people posing as potential buyers for the purpose of stealing prescription medication. Safe and secure medication storage strategies focus on reducing access to prescription medication as well as community education. Dr. Mamonis recommended larger medication storage bags.*

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**K. Environmental Report**

- 1. Motion by Ms. Capoun, seconded by Mr. Karant, to adopt Resolution No. 005-19 approving and granting the issuance of a variance for Aaron M. Burnett at 4009 Greenwich Road, Norton, Parcel I.D. 46-06654, Summit County, Ohio, 44203 for soil vertical separation distance to seasonal water (See Enclosure.)**

*Approved by voice vote.*

**L. Clinical/Medical Director's Report**

- 1. Communicable Disease Report (See Enclosure.)**
- 2. Influenza Report (See Enclosure.)**

**M. Population Health Report – No Report.**

**N. Miscellaneous Business**

- 1. Motion by Ms. Billow, seconded by Mr. Karant, to adjourn into Executive Session at 5:44 p.m.:**
  - a) To conference with an attorney for the Board of Health concerning a dispute involving the Board that is the subject of pending court action pursuant to ORC 121.22(G)(3).**
  - b) The sale of property at competitive bidding if premature disclosure of information would give an unfair competitive or bargaining edge to a person whose personal private interest is adverse to the general public pursuant to ORC 121.22(G)(2); and**
  - c) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee pursuant to ORC 121.22(G)(1).**



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**MINUTES**

**Roll Call Vote:**

**Patricia Billow (Aye), Dr. James Boex (Aye), Lynn Clark (Aye), Dominic Cugini (Aye),-  
Dr. Kristine Gill (Aye), Dan Karant (Aye), Dr. Gayleen Kolazcewski (Aye), Jacqui  
Knettel (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye), Marco Sommerville  
(Aye), Dr. Richard Stephens (Aye), Karen Talbott (Aye), and Sheila Williams (Aye).**

*Motion carried.*

**Motion by Ms. Clark, seconded by Mr. Snell, to reconvene from Executive Session with  
no decisions made at 6:38 p.m.**

**Patricia Billow (Aye), Dr. James Boex (Left at 6:00 p.m.; no vote), Lynn Clark (Aye),  
Dominic Cugini (Aye), Dr. Kristine Gill (Aye), Dan Karant (Aye), Dr. Gayleen  
Kolazcewski (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye), Marco  
Sommerville (Aye), Dr. Richard Stephens (Aye), Karen Talbott (Aye), and Sheila  
Williams (Aye).**

*Motion carried.*

- a) Motion by Mr. Snell, seconded by Ms. Clark to adopt Resolution No. 006-19,  
authorizing the Board of Health to execute a settlement agreement and release, for an  
amount not to exceed \$25,000.00, to settle all claims arising out of or concerning  
issues raised in a lawsuit, Board of Health of Summit County v. John P. Kim, CV-20170-  
12-5038.**

*Approved by voice vote.*

- b) Motion by Mr. Snell, seconded by Ms. Talbott, to adopt Resolution No. 007-19,  
authorizing the sale of the property located at 1100 Graham Road Circle, Stow,  
Ohio, 44224 and authorizing the Health Commissioner or Assistant Health  
Commissioner to sign documents and perform necessary acts related thereto.**

*Approved by voice vote.*

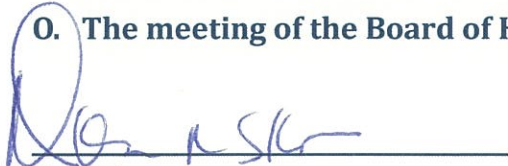
- c) Motion by Ms. Clark, seconded by Dr. Gill, to increase Donna Skoda's base salary to  
\$150,000.00 annually effective February 18, 2019.**

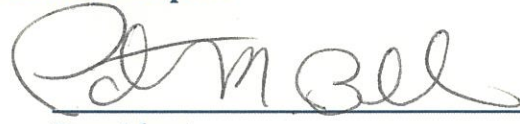
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*MINUTES*

0. The meeting of the Board of Health adjourned at 6:42 p.m.

  
Secretary

  
President

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## *SCHEDULE A – PERSONNEL*

1. **Approve the appointment of Brianna Rante, full-time, Disease Prevention Specialist/Population Health, \$26.82 per hour effective February 25, 2019** *(Brianna has her Masters in Health Policy and Management from Kent State University. Brianna will work on chronic disease prevention through worksite wellness.)*
2. **Approve the change of status for Briana White from Student/Temporary Intern, part-time, to Outreach Specialist, full-time, with a pay increase from \$11.66 to \$18.34 per hour effective February 18, 2019.**
3. **Approve the change of status for Amanda Carr from Sanitarian, full-time, to Sanitarian Coordinator, full-time, with a pay increase from \$27.34 per hour to \$31.77 per hour effective February 18, 2019** *(Amanda currently works in the Water Quality Program in Environmental Health and will be focused on Home Sewage Maintenance.)*



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*SCHEDULE B – EMPLOYEE TRAINING AND TRAVEL*



## FEBRUARY TRAVEL 2019

**Name of Conference/Training:** Cleveland Department of Public Health

**Sponsor:**

**Date Attending:** 1/25/2019

**Date Returning:** 1/25/2019

**City:** Cleveland

**State:** Ohio

**Staff Attending:** Nicole Bradley

**Grant or General Fund:** Grant

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b> \$10	<b>Lodging:</b>
<b>Meals:</b>	<b>Registration:</b>	<b>Mileage:</b>	<b>Total Cost of Expenses:</b> \$10

**Name of Conference/Training:** Visit client

**Sponsor:** Foundations

**Date Attending:** 1/29/2019

**Date Returning:** 1/29/2019

**City:** Mansfield

**State:** OH

**Staff Attending:** Christa Brunelle

**Grant or General Fund:** General Fund

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b>	<b>Lodging:</b>
<b>Meals:</b>	<b>Registration:</b>	<b>Mileage:</b> \$70.76	<b>Total Cost of Expenses:</b> \$70.76

**Name of Conference/Training:** Tobacco Treatment Specialist Certification Training Program

**Sponsor:** Ohio Department of Mental Health and Addiction Services hosted by Breathing Association

**Date Attending:** 2/25/2019

**Date Returning:** 2/28/2019

**City:** Columbus

**State:** OH

**Staff Attending:** Steven Hubbard

**Grant or General Fund:** Grant

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b>	<b>Lodging:</b> \$430.05
<b>Meals:</b> \$141	<b>Registration:</b>	<b>Mileage:</b> \$161.82	<b>Total Cost of Expenses:</b> \$732.87

**Name of Conference/Training:** Child Passenger Safety Conference  
**Sponsor:** Crowne Plaza Cleveland Airport  
**Date Attending:** 2/27/2019      **Date Returning:** 2/27/2019  
**City:** Middleburg Heights      **State:** Ohio

**Staff Attending:** Tameka Austin      **Grant or General Fund:** Grant

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b>	<b>Lodging:</b>
<b>Meals:</b>	<b>Registration:</b> \$65	<b>Mileage:</b> \$32.70	<b>Total Cost of Expenses:</b> \$97.70

**Name of Conference/Training:** Minority Health Month Kick-off Celebration  
**Sponsor:** Ohio Commission on Minority Health  
**Date Attending:** 3/6/2019      **Date Returning:** 3/7/2019  
**City:** Columbus      **State:** OH

**Staff Attending:** Iriel D. Hopkins      **Grant or General Fund:** Grant

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b>	<b>Lodging:</b> \$80.00
<b>Meals:</b> \$52	<b>Registration:</b>	<b>Mileage:</b> \$ 147.00	<b>Total Cost of Expenses:</b> \$279

**Name of Conference/Training:** Lead Risk Assessor Refresher  
**Sponsor:** Lianna Development Corp  
**Date Attending:** 3/14/2019      **Date Returning:** 3/14/2019  
**City:** Akron      **State:** OH

**Staff Attending:** Renee Dell      **Grant or General Fund:** Grant

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b>	<b>Lodging:</b>
<b>Meals:</b>	<b>Registration:</b> \$225.00	<b>Mileage:</b>	<b>Total Cost of Expenses:</b> \$225

**Name of Conference/Training:** Roadmap to Readiness/Preparedness Summit  
**Sponsor:** NACCHO  
**Date Attending:** 3/24/2019      **Date Returning:** 3/29/2019  
**City:** St. Louis      **State:** MO

**Staff Attending:** Jennifer Smith      **Grant or General Fund:** Grant

<b>Airfare:</b> \$300	<b>Shuttle:</b> \$70	<b>Parking:</b>	<b>Lodging:</b> \$1,500.00
<b>Meals:</b> \$294	<b>Registration:</b>	<b>Mileage:</b>	<b>Total Cost of Expenses:</b> \$2,164



**Name of Conference/Training:** Preparedness Summit  
**Sponsor:** NACCHO  
**Date Attending:** 3/25/2019      **Date Returning:** 3/29/2019  
**City:** St. Louis      **State:** MO

**Staff Attending:** Joseph Browning      **Grant or General Fund:** Grant

<b>Airfare:</b> \$300	<b>Shuttle:</b> \$70	<b>Parking:</b>	<b>Lodging:</b> \$1,200
<b>Meals:</b> \$204	<b>Registration:</b> \$625.00	<b>Mileage:</b>	<b>Total Cost of Expenses:</b> \$2,399

**Name of Conference/Training:** 2019 HV Summit  
**Sponsor:** ODH  
**Date Attending:** 3/25/2019      **Date Returning:** 3/28/2019  
**City:** Columbus      **State:** OH

**Staff Attending:** Rachel Flossie, Brittany Lamantia, Pamela Keen, Stevie Diehl, Shawna Graubner  
**Grant or General Fund:** Grant

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b> \$32	<b>Lodging:</b> \$775.00
<b>Meals:</b> \$141	<b>Registration:</b>	<b>Mileage:</b> \$216.34	<b>Total Cost of Expenses:</b> \$1,390.34

**Name of Conference/Training:** World TB Day 2019  
**Sponsor:** Ohio Department of Health  
**Date Attending:** 3/26/2019      **Date Returning:** 3/26/2019  
**City:** Columbus      **State:** OH

**Staff Attending:** Kim Hurst, Florence Whitmire      **Grant or General Fund:** General Fund

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b> \$15	<b>Lodging:</b>
<b>Meals:</b>	<b>Registration:</b>	<b>Mileage:</b> \$147.32	<b>Total Cost of Expenses:</b> \$162.32

**Name of Conference/Training:** Univar Educational Seminar 2019

**Sponsor:** Univar

**Date Attending:** 3/26/2019

**Date Returning:** 3/26/2019

**City:** Canton

**State:** OH

**Staff Attending:** Brent Rollins, Darrick Willis, Susan Cummings, Michael Harrison

**Grant or General Fund:** General Fund

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b>	<b>Lodging:</b>
<b>Meals:</b>	<b>Registration:</b>	<b>Mileage:</b> \$29	<b>Total Cost of Expenses:</b> \$29

**Name of Conference/Training:** PREP Spring Meeting

**Sponsor:** DYS

**Date Attending:** 4/1/2019

**Date Returning:** 4/2/2019

**City:** Columbus

**State:** Ohio

**Staff Attending:** Sandy Waino

**Grant or General Fund:** Grant

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b> \$15.00	<b>Lodging:</b> \$150.00
<b>Meals:</b> \$71	<b>Registration:</b>	<b>Mileage:</b> \$150.80	<b>Total Cost of Expenses:</b> \$386.80

**Name of Conference/Training:** Asthma Control Program

**Sponsor:** Ohio Department of Health

**Date Attending:** 4/5/2019

**Date Returning:** 4/5/2019

**City:** Pickerington

**State:** Ohio

**Staff Attending:** Sam Rubens and Sue Cummings

**Grant or General Fund:** General Fund

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b>	<b>Lodging:</b>
<b>Meals:</b>	<b>Registration:</b>	<b>Mileage:</b> \$154.28	<b>Total Cost of Expenses:</b> \$154.28

**Name of Conference/Training:** RDH Under One Roof

**Sponsor:** RDH Under One Roof

**Date Attending:** 7/30/2019

**Date Returning:** 8/1/2019

**City:** Grapevine

**State:** TX

**Staff Attending:** Dar Theodus

**Grant or General Fund:** General Fund

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b>	<b>Lodging:</b>
<b>Meals:</b>	<b>Registration:</b>	<b>Mileage:</b>	<b>Total Cost of Expenses:</b> TIME ONLY



## **MULTIPLE MEETINGS**

**Name of Conference/Training:** Ohio Injury Prevention Partnership Meeting

**Sponsor:** The Ohio Department of Health

**Date Attending:** 1/1/2019

**Date Returning:** 12/31/2019

**City:** Dublin

**State:** OH

**Number of Multiple Meetings:** 4

**Staff Attending:** Angela Genet

**Grant or General Fund:** Grant

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b>	<b>Lodging:</b>
<b>Meals:</b>	<b>Registration:</b>	<b>Mileage:</b> \$553.72	<b>Total Cost of Expenses:</b> \$553.72

**Name of Conference/Training:** Cardinal Health Grant

**Sponsor:**

**Date Attending:** 1/1/2019

**Date Returning:** 12/31/2019

**City:** Columbus

**State:** OH

**Number of Multiple Meetings:** 13

**Staff Attending:** Angela Genet, Jackie Pollard

**Grant or General Fund:** General Fund

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b>	<b>Lodging:</b>
<b>Meals:</b>	<b>Registration:</b>	<b>Mileage:</b> \$3,000	<b>Total Cost of Expenses:</b> \$3000

**Name of Conference/Training:** Northeast Region Healthy Business Council of Ohio Quarterly Meetings

**Sponsor:** Northeast Region Healthy Business Council of Ohio

**Date Attending:** 1/1/2019

**Date Returning:** 12/31/2019

**City:** Cleveland

**State:** Ohio

**Number of Multiple Meetings:** 4

**Staff Attending:** Kristi Kato

**Grant or General Fund:** Grant

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b> \$40	<b>Lodging:</b>
<b>Meals:</b>	<b>Registration:</b>	<b>Mileage:</b> \$162.40	<b>Total Cost of Expenses:</b> \$202.40

**Name of Conference/Training:** OPHA Q Meetings

**Sponsor:** OPHA

**Date Attending:** 1/1/2019

**Date Returning:** 12/31/2019

**City:** Columbus

**State:** Ohio

**Number of Multiple Meetings:** 3

**Staff Attending:** Leanne Beavers

**Grant or General Fund:** General

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b>	<b>Lodging:</b>
<b>Meals:</b>	<b>Registration:</b>	<b>Mileage:</b> \$435	<b>Total Cost of Expenses:</b> \$435

## REGIONAL TRAVEL

**Name of Conference/Training:** Water Quality Regional Travel

**Sponsor:**

**Date Attending:** 1/1/2019

**Date Returning:** 12/31/2019

**City:**                      **State:** OH                      **Number of Multiple Meetings:** Regional Travel

**Staff Attending:** Water Quality Sanitarians &/or Temporary Help

**Grant or General Fund:** General Fund

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b>	<b>Lodging:</b>
<b>Meals:</b>	<b>Registration:</b>	<b>Mileage:</b> \$116.00	<b>Total Cost of Expenses:</b> \$116.00

**Name of Conference/Training:** FCFC Required Meetings

**Sponsor:** ODA

**Date Attending:** 1/1/2019

**Date Returning:** 12/31/2019

**City:**                      **State:** OH                      **Number of Multiple Meetings:** Regional Travel

**Staff Attending:** Anastasia Garske

**Grant or General Fund:** Grant

<b>Airfare:</b>	<b>Shuttle:</b>	<b>Parking:</b>	<b>Lodging:</b>
<b>Meals:</b>	<b>Registration:</b>	<b>Mileage:</b> \$1,000	<b>Total Cost of Expenses:</b> \$1,000



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**SCHEDULE C – CONTRACTS**

**A. Community Health**

- 1. Adopt Contract No. 138491 authorizing an agreement between Birthing Beautiful Communities and Summit County Combined General Health District for infant mortality programming** *(pending Prosecutor approval for the period of January 1, 2019 through December 31, 2019 in an amount not to exceed \$268,400.00 payable to Birthing Beautiful Communities.)*
- 2. Adopt Contract No. 138475 authorizing an agreement between Community of Christ Church, Inc. doing business as ARC Recovery Services and Summit County Combined General Health District for funding of a peer recovery support specialist/coach** *(pending Prosecutor approval for the period of January 1, 2019 through April 30, 2019 in an amount not to exceed \$37,550.00 payable to Arc Recovery Services.)*
- 3. Adopt Contract No. 138488 authorizing an agreement between the County of Summit ADM Board and the Summit County Combined General Health District for the expansion of Naloxone distribution within Summit County** *(pending Prosecutor approval for the period of February 1, 2019 through April 30, 2019 in an amount not to exceed \$97,500.00 payable to SCPH.)*
- 4. Adopt Contract No. 138489 amending an agreement between the County of Summit ADM Board and the Summit County Combined General Health District for peer recovery support services** *(pending Prosecutor approval for the period June 1, 2018 through April 30, 2019 in an amount not to exceed \$55,408.00 payable to SCPH.)*

**B. Environmental Health**

- 1. Adopt Contract No. 138490 authorizing an agreement between Akron Metropolitan Housing Authority and the Summit County Combined General Health District to perform Lead Inspection services for public housing** *(pending Prosecutor approval for the period March 1, 2019 through February 28, 2024 in an amount not to exceed \$100,000.00 payable to SCPH.)*

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## *SCHEDULE C – CONTRACTS*

### **C. Population Health**

- 1. Adopt Contract No. 138483 authorizing an agreement between Community Legal Aid Services and Summit County Combined General Health District for the purpose of providing professional services to provide legal research, technical assistance, and policy development for population health initiatives.**  
*(pending Prosecutor approval for the period of January 1, 2019 to December 31, 2019 in an amount not to exceed \$30,000.00 payable to Community Legal Aid Services.)*
  
- 2. Adopt Contract No. 138494 authorizing an agreement between Knox Marketing, Inc. and Summit County Combined General Health District for the purpose of providing professional services for advertising, marketing, and branding of health district programs and services**  
*(pending Prosecutor approval for the period of February 15, 2019 to February 14, 2020 in an amount not to exceed \$175,000.00 payable to Knox Marketing, Inc.)*



**Summit County Combined General Health  
District Board of Health Meeting  
Thursday, February 14, 2019 5:00p.m.  
Keck Board Room, Building A**



*SCHEDULE D - FINANCE*



# SUMMIT COUNTY PUBLIC HEALTH

## Monthly Cash Statement As of January 2019

<u>Cash Receipts</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
Environmental Health Fees	\$118,063	\$3,910	\$121,973
Vital Statistics	\$34,246	\$0	\$34,246
Personal Health Services	\$53,297	\$34,155	\$87,452
Miscellaneous Receipts	\$363	\$85	\$448
Federal Funds Reimbursement	\$8,280	\$703,509	\$711,789
Local Contracts (Including Akron)	\$13,801	\$45,798	\$59,599
State Fees	\$58,598	\$0	\$58,598
Rental of Property	\$5,828	\$0	\$5,828
<b>TOTAL CASH RECEIPTS</b>	<b>\$292,476</b>	<b>\$787,457</b>	<b>\$1,079,933</b>
<u>Cash Disbursements</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
PERS/Workers Comp/Medicare	\$70,985	\$57,944	\$128,929
Health Benefits	\$88,736	\$73,583	\$162,319
Travel	\$5,944	\$3,886	\$9,830
Supplies	\$54,041	\$6,333	\$60,374
Contracts Services/Repairs	\$110,606	\$160,317	\$270,923
Building Rental	\$0	\$6,398	\$6,398
Advertising and Printing	\$236	\$2,381	\$2,617
Other Expenses	\$4,648	\$1,650	\$6,298
Equipment	\$17,918	\$6,050	\$23,968
Remittance to State	\$206,905	\$0	\$206,905
Debt Service-Building	\$34,097	\$0	\$34,097
Client Services	\$3,824	\$120	\$3,944
Salaries	\$460,129	\$377,666	\$837,795
<b>TOTAL CASH DISBURSEMENTS</b>	<b>\$1,058,069</b>	<b>\$696,328</b>	<b>\$1,754,397</b>
<b>RECEIPTS LESS DISBURSEMENTS</b>	<b>(\$765,593)</b>	<b>\$91,129</b>	<b>(\$674,464)</b>
Reserve for Encumbrances	\$6,310,704	\$4,566,686	\$10,877,390
<b>FUND BALANCE</b>	<b>\$5,545,111</b>	<b>\$4,657,815</b>	<b>\$10,202,926</b>





# Summit County Public Health

## General Fund Executive Summary

### January 2019 Financial Report

	<u>2018 YTD</u> <u>Actual</u>	<u>2019 YTD</u> <u>Actual</u>	<u>2018 vs 2019</u> <u>YTD Variance</u>
<b><u>Cash Receipts</u></b>			
Local Taxation	0	0	0
State Subsidy	0	0	0
Environmental Health Fees	120,027	118,063	(1,964)
Vital Statistics	47,065	34,246	(12,819)
Personal Health Services	52,478	53,297	819
Miscellaneous Receipts	1,784	363	(1,421)
Federal Funds Reimbursement	0	8,280	8,280
Local Contracts (Including Akron)	51,118	13,801	(37,317)
State Fees	76,379	58,598	(17,781)
Rental of Property	8,561	5,828	(2,733)
<b>TOTAL CASH RECEIPTS</b>	<b>357,412</b>	<b>292,476</b>	<b>(64,936)</b>
<b><u>Cash Disbursements</u></b>			
Salaries	508,967	460,129	(48,838)
PERS/Workers Comp/Medicare	73,742	70,985	(2,757)
Health Benefits	88,256	88,736	480
Travel	7,689	5,944	(1,744)
Supplies	8,207	54,041	45,834
Contracts Services/Repairs	85,151	110,606	25,454
Building Rental	0	0	0
Advertising and Printing	350	236	(114)
Other Expenses	7,083	4,648	(2,435)
Equipment	3,104	17,918	14,815
Remittance to State	198,377	206,905	8,528
Nuisance Abatement Expense	0	0	0
Debt Service-Building	34,890	34,097	(794)
Client Services	0	3,824	3,824
<b>TOTAL CASH DISBURSEMENTS</b>	<b>1,015,815</b>	<b>1,058,068</b>	<b>42,253</b>
<b>RECEIPTS LESS DISBURSEMENTS</b>	<b>(658,403)</b>	<b>(765,592)</b>	<b>(107,189)</b>
Transfers/Advances-In (Receipts)	0	0	0
Transfers/Advances-Out (Disbursements)	0	0	0
Reserve for Encumbrances	6,215,917	6,310,704	94,787
<b>FUND BALANCE</b>	<b>5,557,514</b>	<b>5,545,112</b>	<b>(12,402)</b>